



**Wisconsin Council for the Deaf and Hard of Hearing**  
**Quarterly Meeting Minutes**  
**Friday, December 8, 2017**  
**10:00 AM to 4:00 PM**

**Department of Health Services**  
**1 West Wilson Street, Room 751**  
**Madison, WI 53703**

**Action Items and Motion Items:**

**A. Action Items:**

1. **Action Item:** Mason Aumanstal will update the by-laws and send the new version to members. The bylaws will also be posted to the Council's website.
2. **Action Item:** Amber Mullett will share the open meeting notice information she sent to Tom O'Connor with the rest of the Council.
3. **Action Item:** The Council would like someone to come speak at their next quarterly meeting about employment.
4. **Action Item:** Discussion about public comments is to be added to the quarterly meeting agenda for March.

**B. Motion Items:**

1. **Motion Item:** Karl Nollenberger made a motion to approve the agenda. The motion was seconded by David Seligman. Motion carried.
2. **Motion Item:** Steve Smart made a motion to suspend the current by-laws to allow Michelle Cordova to accept nomination for a role on the executive committee. The motion was seconded by David Seligman. Motion carried.
3. **Motion Item:** Katy Schmidt made a motion to unsuspend the by-laws. The motion was seconded by Steve Smart. Motion carried.
4. **Motion Item:** Karl Nollenberger motioned to approve the minutes from the September Council for the Deaf and Hard of Hearing quarterly meeting. The motion was seconded by Tom O'Connor. Motion carried.
5. **Motion Item:** Katy Schmidt made a motion to rearrange the agenda to discuss the by-laws before discussing 2018 meeting dates. The motion was seconded by Dr. Karl Nollenberger. Motion carried.



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6. **Motion Item:** Karl Nollenberger made a motion to change the word shall to may in Article 3, Section 3. The motion was seconded by Tom O'Connor. Motion carried.
7. **Motion Item:** Katy Schmidt made a motion to adopt the by-laws as is, in addition to the changes made at today's meeting. The motion was seconded by David Seligman. Motion carried.
8. **Motion Item:** Steve Smart made a motion to have the 2018 meetings on March 9, May 11, September 14, and December 7. The motion was seconded by Karl Nollenberger. Motion carried.
9. **Motion Item:** A motion was made by Tom O'Connor to close public comment. The motion was seconded by Steve Smart. Motion carried.

**C. Meeting Minutes**

**I. Welcome and Introductions by Tom O'Connor, Secretary**

**Council Members Present:** Steve Smart, Dr. Karl Nollenberger, David Seligman, Katy Schmidt, Tom O'Connor, Michelle Cordova, Nicole Everson (via telecommunication), and Lisa Woods.

**Ex-Officio Members:** Billy Mauldin.

**DHS Staff Support Present:** Amber Mullett, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Mason Aumanstal, DHS, BADR; and Sara O'Donnell, DHS, BADR.

**Sign Language Interpreters:** Carly Bieri, and Nicole Keeler.

**Communication Access Real-Time Translation (CART) Service Provider:** Margo Lucas.

**Technical Assistance and Livestream Technician:** Dustin Mullett.

**II. Meeting was called to order at 10:00 a.m. by Tom O'Connor, Secretary**

The meeting was available via in-person attendance and via remote video access <https://livestream.com/accounts/14059632/events/7040238>.

**III. Review and Approve the Agenda**

- A motion was made by Dr. Karl Nollenberger to approve the agenda. The motion was seconded by David Seligman. Motion carried. See Motion Item one.

**IV. Election of Officers**

- Council members discussed who they would like to nominate for each chair, and in return, the member either accepted or declined the nomination.
- Council members who accepted the nomination:
  - Nicole Everson was nominated for Chairperson.



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- Lisa Woods was nominated for Vice-Chairperson.
  - Tom O'Connor and Michelle Cordova were nominated for Secretary.
    - A closed voting ballot followed this nomination.
- Katy Schmidt shared that according to the by-laws, she and Michelle Cordova technically cannot fill an officer position. Steve Smart made a motion to suspend the current by-laws to allow Michelle Cordova to accept her nomination. The motion was seconded by David Seligman. Motion carried. See Motion Item two.
- Discussion followed with regard to the Council being allowed to make a motion to suspend the by-laws. Steve Smart answered that yes, the Council can vote to suspend the current by-laws. The updated version of the by-laws would then be voted on later in the day.
- Katy Schmidt made a motion to unsuspend the by-laws. The motion was seconded by Steve Smart. Motion carried. See Motion Item three.
- Announcement of who was elected:
  - Chairperson: Nicole Everson
  - Vice-Chairperson: Lisa Woods
  - Secretary: Michelle Cordova

**V. Review and Approve September Quarterly Meeting Minutes**

- A motion was made by Dr. Karl Nollenberger to approve the minutes from the September Council for the Deaf and Hard of Hearing quarterly meeting. The motion was seconded by Tom O'Connor. Motion carried. See Motion Item four.

**VI. Council Members – Community Updates**

- Update from Michelle Cordova, Council member, Access to Independence.
  - Access to Independence is collaborating with the Office for the Deaf and Hard of Hearing (ODHH) by offering workshops in the community related to government, legislation and voting directed to the Deaf and hard of hearing community in Wisconsin. Access to Independence is also continuing the Stepping On falls prevention program.
  - Michelle added that she will be attending the collaborative Greater Wisconsin Agency on Aging Resources (GWAAR) and DHS Conference in September 2018.
- Update from Katy Schmidt, Council member, Wisconsin Association of the Deaf.
  - Katy Schmidt confirmed that the Wisconsin Association of the Deaf is working on an interpreter licensure bill.
  - The Wisconsin Association of the Deaf is also working to improve the conditions for those with a mental illness in the Deaf and hard of hearing community in Wisconsin.



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- The Wisconsin Association of the Deaf Commission Committee continues its work to develop a statewide commission that would provide services for individuals that are Deaf or hard of hearing in Wisconsin.
- Working on deaf education to provide services through sign language.
  - There is a large communication gap in the community for children aged 0-3 years old that are Deaf or hard of hearing. The Wisconsin Association of the Deaf is looking to provide services to that age group. Katy Schmidt would like to see the Council for the Deaf and Hard of Hearing get involved with this effort.
- Tom O'Connor asked if everyone got a draft copy of the Commission for the Deaf, Hard of Hearing, and Deaf-blind. Discussion followed on how far along the bill is and the likeliness of it being passed.

#### **VII. Office for the Deaf and Hard of Hearing Update**

Amber Mullett, Independent Living Section Chief

- Introduction of Sara O'Donnell.
  - Offer assistance and logistical support for the Council.
- Denise Johnson Resignation.
  - The Council will need to appoint someone from the Executive Committee to attend the Governor's Committee for People with Disabilities (GCPD) in place of Denise Johnson, since she was the representative for the Council for the Deaf and Hard of Hearing (CDHH).
    - Members of the Executive Committee will discuss who will represent CDHH at the next GCPD meeting on December 14.
- Recruitment Update within the Bureau and Office for the Promotion of Independent Living.
  - Office for the Deaf and Hard of Hearing: This was a failed recruitment and the position will be re-posted in January. Amber Mullett asked that the Council get the word out and help recruit applicants.
  - Office on Aging: The Legal and Protective Services unit hired Jeffrey Becker.
  - Office on Physical Disabilities and Independent Living: Hired Lisa Sobczyk.
  - Office for the Blind and Visually Impaired: Hired Ann Sievert.
- Communication Visor Card.
  - The card was approved by DHS and the Council will be able to start printing the cards in January.
  - DHS is endorsing the card and sending it out as a press release; the Council will be recognized.
  - ODHH will work on training consumers in 2018 about the card and how to use it appropriately.



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- 122 officers have been educated and trained on how to use the card appropriately. Not only will they be using them during traffic stops, but they will be using them during outreach efforts and open communication.
- Sign Language Interpreter Licensure Hearing.
  - DHS testified for information only. They were there to stay involved, offer insight, and share their concerns.
  - Amber Mullett thanked ODDH staff and others for weighing in and providing their perspective as it allowed DHS to share some concerns as well as highlight a few areas of potential collaboration, including:
    - Quality of interpreter services.
    - Unanticipated consequences of the bill, including limited access to qualified interpreters in rural Wisconsin.
  - The standpoint of ODDH is to continue to ask the questions about what could possibly lead to decreased quality of interpreters. The Department has not taken a stand on the bill.
- State Plan for Assistive Technology.
  - The Assistive Technology Advisory Council is in the process of completing their State Plan for the next three years. The State Plan describes how Wisconsin will spend the federal funds it receives for assistive technology.
  - There will be a 60 day open comment period and this Council is encouraged to provide feedback.
- GovDelivery Email Communication and the New ODDH Website.
  - The release date will be in early 2018.
  - Steve Smart suggested partnering with deaf individuals to share information monthly by signing. ODDH could work with other organizations in the community to create the videos as a way to get more people involved.
- Board for the Evaluation of Interpreters (BEI).
  - The Department has gotten approval and sent the contract back to Texas.
  - David Seligman asked what will happen once the contract is in place. Amber Mullett answered that Texas will be asked to come to Wisconsin and host trainings about how to best implement the BEI. The state will be able to offer the test and then send individual assessments back to Texas for review, if necessary.
  - The next step will be receiving the contract and information about policies and procedures.
- Behavioral Health Strategy.
  - Amber Mullett is working with the Department to address behavioral health access for people who are Deaf, hard of hearing, and deaf-blind. The Department is gathering data to inform this work.
  - Katy Schmidt commented that the information has already been gathered. Amber Mullett responded that the request for additional information is more



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specific to the Department and what the Department's role is in helping to advance access to behavioral health services for this population.

- Katy Schmidt would like to see collaboration with the communities and schools. Amber Mullett said the project is in the beginning stages, but there is collaboration between DHS, Department of Public Instruction (DPI), and Wisconsin Educational Services Program for the Deaf and Hard of Hearing (WESP-DHH) outreach.
- Sign Support Provider Training.
  - ODDH, with the support of the Service Fund program, hosted a training with the Center for Deaf-Blind Persons to allow individuals to become sign support providers; the training was successful.
  - Discussion and questions followed in regards to the Service Fund program, and program funding and sustainability.
- The Aging and Disability Network Conference.
  - Denise Johnson was part of the planning team. If anyone is interested, there is a spot for someone to take her place.
- ODDH Strategic Plan.
  - The Office would like to collaborate with the Council to create the plan.
- Council Collaboration.
  - There is a lot of active involvement happening within the other councils, so there might be an opportunity to collaborate on similar issues.

## VIII. Old Council Business

### a. Selection of future meeting dates.

- Katy Schmidt made a motion to rearrange the agenda and talk about the by-laws before discussing 2018 meeting dates. The motion was seconded by Dr. Karl Nollenberger. Motion carried. See Motion Item five.

### b. Update to Council by-laws.

- Nicole Everson made a motion to approve the changes to the by-laws. The motion was seconded by Dr. Karl Nollenberger. Discussion followed, but there was no vote.
  - Katy Schmidt felt the Council should review the by-laws even further as things are missing and unclear.
  - Tom O'Connor clarified that the ex-officio wasn't mentioned because they have no voting rights and can't make a motion.
  - Tom O'Connor said they kept the requirement of having at least one year's experience on the Council before serving in office due to members leaving.



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- The by-laws currently enacted will stay in place until a motion approves to accept the changes.
  - Members of the Council discussed the role of ex-officio.
    - The ex-officio is usually someone who has been a part of the Council in the past and serves the role of historian. The Council or ODHH can request to have a new person fill the position.
    - Amber Mullett clarified that DHS appointed Billy Mauldin as ex-officio and he will continue to serve in that role.
  - The Council shared that in the past they have submitted letters for nomination and approval of those who have applied to the Council, but never heard a response from the Governor.
    - Dr. Karl Nollenberger made a motion to change the word shall to may in Article 3, Section 3. The motion was seconded by Tom O'Connor. Motion carried. See Motion Item six.
  - David Seligman made a motion to remove the requirement of having at least one year's experience on the Council before serving in office in Article 4, Section 1. The motion was seconded by Steve Smart. Discussion followed.
    - Members shared whether or not they felt the requirement of having at least one year's experience on the Council before serving in office was necessary.
    - Katy Schmidt wanted David Seligman to withdraw his motion. David Seligman made a motion to remove his motion and Steve Smart rescinded his second to the motion. There was no vote on this removed motion.
  - Katy Schmidt made a motion to adopt the by-laws as is, in addition to the changes made at today's meeting. The motion was seconded by David Seligman. Motion carried. See Motion Item seven.
  - Mason Aumanstal will update the by-laws and send the new version to members. He will also post them on the Council's website. See Action Item one.
- c. Selection of future meeting dates continued.**
- Council members discussed what months would work best to hold the quarterly meetings.
    - Steve Smart made a motion to have the meetings on March 9, May 11, September 14, and December 7. The motion was seconded by Dr. Karl Nollenberger. Motion carried. See Motion Item eight.
- d. Discussion of update to meeting minutes.**
- Tom O'Connor briefly summarized the new open meeting notice requirements and what all has to be posted.



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- Amber Mullett will share the open meeting notice information she sent to Tom O'Connor with the rest of the Council. See Action Item two.

#### **e. Update on the Council's strategic goals.**

- Amber Mullett gave a brief overview about the strategic plan and the process the Council used to create their 2017-2018 goals for new members Katy Schmidt and Michelle Cordova.
- Goal #1: Denise Johnson was the lead and Tom O'Connor has agreed to fill her role in case any issues with amending the by-laws come up.
  - This goal is complete.
- Goal #2: Nicole Everson was the lead.
  - Dr. Karl Nollenberger shared that there is a list of websites to reference when looking for employment opportunities and that list should be on the Council's website.
  - The Council would like someone to come speak at their next quarterly meeting about employment. See Action Item three.
- Goal #3: David Seligman is the lead and Tom O'Connor is assisting.
  - David Seligman shared his letter to the Council, which asked for their support and approval to create a subcommittee to proceed with communication efforts and collaboration among stakeholders to increase awareness of hearing loop and T-coil technology.
    - The Council agreed that David Seligman can move forward with pursuing this effort.
- Goal #4: Lisa Woods is the lead.
  - Lisa Woods stated she will provide an update on how the Council can improve its communication with Wisconsin residents who are Deaf, hard of hearing and deaf-blind after her presentation.
- Goal #5: Michelle Cordova agreed to take the lead as no one had filled it.
  - The Council discussed having someone come to a meeting to talk about jobs. Members suggested inviting Stephanie Zito from the National Deaf Center, since she focuses on employment and would be a good resource for the Council.
- Goal #6: Steve Smart is the lead and Katy Schmidt offered to assist.

#### **Council Website and Social Media Development Strategies**

Lisa Woods, Council for the Deaf and Hard of Hearing

- After using two different tools, one to compile everything on the site into list form, and the other to assess the compliance and accessibility of the site, Lisa Woods proposed that the Council use a different navigation scheme for their website.
- Discussion followed about changes to the website (short and long range).





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- Use a different navigation scheme.
- Remove dead links.
- Update all attachments to be in PDF format.
- Include a question and answer section.
- Link to other organizations' websites as a reference for current events and resources.
- Best procedure for making updates and keeping the site current.
  - Tom O'Connor suggested the Executive Committee be in charge of what content is added or changed and they could meet regularly to discuss this. Then Mason Aumanstal would make the physical changes to the site.
- Council members discussed other strategies to communicate with the Wisconsin signing community.
  - Amber Mullett shared that there is room for continued collaboration between the Council and ODHHS. The Council is encouraged to schedule committee calls to continue discussing ideas and moving forward.

**IX. Public Comments from the Community on Issues Affecting the Deaf, Deaf-Blind or Hard of Hearing**

- There was no comment made by members of the public.
- Steve Smart suggested adding the public comment start time on the agenda for future meetings.
- A motion was made by Tom O'Connor to close public comment. The motion was seconded by Steve Smart. Motion carried. See Motion Item nine.

**X. Next Steps and Closing Remarks**

- The Council would like to further discuss public comments and how they will address questions they receive during meetings. They would also like to offer two different commenting periods, one in the morning and one in the afternoon.
  - Discussion about public comments should be added to the quarterly meeting agenda for March. See Action Item four.
- Members proceeded to discuss additional items to possibly include on the agenda for March.
  - How the Council can improve communication within the community.
  - Legislative updates as a standing item.
  - Guest speaker to come talk about employment.
  - Updates to the creation of the Commission for the Deaf, Hard of Hearing, and Deaf-blind.
  - Statutory ruling and legislation.
    - Amber Mullett suggested the Council partake in a four hour training (ideally before the next quarterly meeting) to go over statutory rules and general member orientation.



1 WEST WILSON STREET, ROOM 551  
POST OFFICE BOX 2659  
MADISON, WI 53701-2659

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- If members have an agenda item for the meeting in March they should send it to Michelle Cordova, Lisa Woods, or Nicole Everson.

### **XI. Adjourn**

**The meeting adjourned at 3:04 p.m.**

DRAFT